

**Emission Forum
Conference Call Summary
November 30, 2006**

Call Participants: Alice Edwards, Tom Moore, Roy Doyle, Lee Gribovicz, Dan Herman, Bob Downing, Brenda Harpring, Chris Ramsdell, Jenifer Pond, Wayne Leipold, Bob Palzer.

EDMS Status Report: Tom Moore provided a status report of the outcome of the EDMS RFP process and transition from EH Pechan to the new contractor, Air Resource Specialists.

- 1) The EDMS Operations & Maintenance contract was awarded to Air Resource Specialists (ARS)/Air Sciences on 11/6/06 for \$168,000. It will be handled on a cost reimbursement basis so will not bill more than they use and cannot expend beyond the entire amount. The contract runs through the end of next year. Thanks to the RFP/evaluation team for all the time setting up the contract.
- 2) ARS has developed a checklist (see last page) of files and other information needed from Pechan. ARS/Pechan/Tom reviewed this list on a conference call on 11/17. The file and information transfer have been going smoothly between ARS and Pechan.
- 3) Pechan is funded through mid-December to assist with transition tasks as well as to support operation of the current EDMS host site at University of North Carolina through December 15, 2006. The Pechan contract was amended to add about \$20,000 to continue operations through Dec 15th and complete transition tasks. Pechan will be documenting what has not been loaded in – it may be important for us to double check what is available in the system, especially for tribal data which may not have made it through the entire loading process.
- 4) The EDMS database and most of the web site are currently running properly at ARS in testing mode. The ARS site is not yet accessible to external users. The ARS server will be available to outside users (Emission Forum) for testing starting on December 4th so we can make sure it has migrated properly. Tom can send out a link with the temporary address next week. It should be a mirror image of the EDMS system currently in operation. Any issues should be brought to the attention of Tom Moore and Joe Adloch at ARS.
- 5) It appears that the December 15th transition date for ARS to begin hosting the EDMS should occur smoothly. The link for users to access the system will be exactly the same when the system transfers over. ARS will likely send an email to the user lists noting that the migration has occurred. It would be useful for ITEP staff to meet with ARS to make sure that the tribal data process is understood.

EDMS Transition Requirements
Last Update: November 17, 2006

Item	Requirements	Date	Notes
Production Oracle Database	Oracle Export version 9.1 or higher	11/17/2006	A link, username and password to an ftp site that contains a recent Oracle export file (about 1.5GB compressed), export command, and export log will be provided today. RECORDLENGTH will be provided. Oracle configuration files will be posted soon.
Full Database Export	FULL=Y (all objects including triggers, etc.)		
Limit dump file size	FILESIZE=2GB		
Import into 32-bit OS	RECORDLENGTH=		
Dump files on DVD	Do not compress		
	Two copies		
Oracle Export Command	Text file		
Oracle Export Log file	Text file		
Oracle configuration files	CONFIG.ORA, INIT.ORA, TNSNAMES.ORA, LISTENER.ORA, etc.		
Test Oracle Database	Same as production (required only if it contains data or application components not contained in the production DB.)		The test database export will be done and export files no greater than 2GB provided soon.
EDMS-related data not in Oracle			Files and documentation will be provided as available; typically Access files. Includes export of Fire data.
Source data files	Standard file formats; ASCII, Excel, Access		
Documentation	Source data information, status, etc.		
Emission Inventories Documentation	Version definitions, data sources, QA processes applied, etc.		Documentation for Inventories 9 and 10 will be provided in addition to documents already available.
Application Source code	All asp, html, js, asp, image, and VB files. Any other scripts used by the application		Contents of source code zip file will be verified by Pechan for completeness.
Application documentation	Source code contents documentation (file definitions and dependencies, etc.), E-R diagrams, process flow charts, data flow charts, etc.		The project web site contains some of this information. Additional documentation will be provided as available.
User documentation	Documents in PDF or Word format		EDMS web site contains all available.
IIS Configuration	IIS configuration files		These will be provided on the ftp site.
Domain name	ARS authorized to access registrar		Contact and login information to the registrar will be provided.
Project web site contents	Documents in PDF or Word format		A folder/export of all content will provided if feasible.
WRAP owned software	Licenses and installation media to all EDMS development tools or other software owned by WRAP		There are no WRAP owned licenses.
Application updates	Log of all data and/or application modifications made since 10/1/2006.		This will be provided.
Bugzilla records	EMDS-related Bugzilla records in CSV format		Pechan will inquire if this is feasible.
Data sources	Raw data sources archive		No files other than what is covered above.